

**PUBLIC ACCESS ROOM**

A division of the Legislative Reference Bureau

**N E W S L E T T E R**

Hawaii State Capitol ♦ 415 South Beretania Street ♦ Room 401 ♦ Honolulu, Hawaii 96813

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**Legislative Timetable****January**

15<sup>th</sup> Opening Day.  
 21<sup>st</sup> State-of-the-State Address.  
 23<sup>rd</sup> One day recess.  
 24<sup>th</sup> Last day for introduction of bills.

**February**

14<sup>th</sup> First Lateral.  
 20<sup>th</sup> -26<sup>th</sup> Mandatory 5 day recess.  
 28<sup>th</sup> Filing Deadline for First Decking

**March**

3<sup>rd</sup> One day recess.  
 5<sup>th</sup> One day recess.  
 6<sup>th</sup> First Crossover.  
 12<sup>th</sup> Last day to introduce substantive resolutions.  
 21<sup>st</sup> Second Lateral.

**April**

4<sup>th</sup> Filing deadline for Second Decking.  
 7<sup>th</sup> One day recess.  
 9<sup>th</sup> One day recess.  
 10<sup>th</sup> Second Crossover.  
 Last day to Disagree.  
 15<sup>th</sup> One day recess.  
 17<sup>th</sup> Deadline for final form of constitutional amendments.  
 21<sup>st</sup> Second Crossover for concurrent resolutions.  
 24<sup>th</sup> Last day to file non-fiscal bills to deck for Final Reading.  
 25<sup>th</sup> Last day to file fiscal bills to deck for Final Reading.  
 28<sup>th</sup> One day recess.  
 30<sup>th</sup> One day recess.

**May**

1<sup>st</sup> Adjournment Sine Die.

**CONTACT US:**

Public Access Room

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**DEADLINES AND THE TIMETABLE**

Every session, the Senate President and the House Speaker issue the "Legislative Timetable". This timetable is a series of deadlines meant to cull the nearly 3,500 bills that are introduced in a year. If a bill does not pass through the whole series of deadlines it can be considered dead for the 2003 Regular Session. Please keep in mind, however, that if a bill has enough support it can be resurrected by extraordinary means.

A bill must go through three "readings" in each chamber prior to passage. These three readings correspond to various deadlines that occur throughout the Legislative Timetable. The First Reading is a perfunctory introduction of a measure without debate and occurs on or before the Bill Introduction deadline on January 24<sup>th</sup>. As a matter of protocol, bills pass First Reading in order to be addressed by the legislature. There is usually no substantive discourse on the merits or drawbacks of a measure at this point.

Second Reading has different rules and procedures in the House and the Senate. In the House, Second Reading is done on the floor of the chamber and requires a majority vote of all 51 members. Second Reading in the Senate, however, does not need to take place on the floor. It can happen at the committee level. A bill auto-

**2003 Legislative Timetable**

Copies of the 2003 Legislative Timetable are available at the Public Access Room

DATE	LEG. DAY	DEADLINE
Jan. 15 <sup>th</sup> (Wed)	1 <sup>st</sup>	Opening Day.
Jan. 17 <sup>th</sup> (Fri)	3 <sup>rd</sup>	Last day to introduce all packages of bills except for the administration's (State Executive Branch).
Jan. 21 <sup>st</sup> (Tue)	4 <sup>th</sup>	State-of-the-State Address.
Jan. 22 <sup>nd</sup> (Wed)	5 <sup>th</sup>	Last day to introduce the administration's package of bills (State Executive Branch).
		State-of-the-Judiciary Address.
		Last day to submit bill drafting requests to drafting agencies.
Jan. 23 <sup>rd</sup> (Thur)		One day recess.
		5 bills per day limit begins.
Jan. 24 <sup>th</sup> (Fri)	6 <sup>th</sup>	Last day for bill introductions. 5 bills per day limit ends.
Jan. 25 <sup>th</sup> (Fri)	11 <sup>th</sup>	Last day for organizations to submit grant and subsidy requests to the Legislature.
Feb. 14 <sup>th</sup> (Fri)	21 <sup>st</sup>	First Lateral. All bills to final committee in the originating body.
Feb. 20 <sup>th</sup> (Thur) through Feb. 20 <sup>th</sup> (Wed)		Mandatory five-day recess.
Feb. 28 <sup>th</sup> (Fri)	25 <sup>th</sup>	Filing deadline for First Decking. Last day to deck non-budget bills for Third Reading in the originating body.
March 3 <sup>rd</sup> (Mon)		One-day recess.
March 5 <sup>th</sup> (Wed)		One-day recess.
March 6 <sup>th</sup> (Thur)	27 <sup>th</sup>	First Crossover. Last day for Third Reading of non-budget bills in the originating body.
March 12 <sup>th</sup> (Wed)	31 <sup>st</sup>	Last day to introduce substantive resolutions.
March 18 <sup>th</sup> (Tue)	33 <sup>rd</sup>	Filing deadline for budget bills.
March 20 <sup>th</sup> (Thur)	37 <sup>th</sup>	Last day for Third Reading of budget bills in the originating body.
March 21 <sup>st</sup> (Fri)	38 <sup>th</sup>	Second Lateral. All bills to final committee in the non-originating body.
April 3 <sup>rd</sup> (Thur)	40 <sup>th</sup>	Last day for floor presentations.
April 4 <sup>th</sup> (Fri)	47 <sup>th</sup>	Filing deadline for Second Decking. Last day to deck bills that were amended by the receiving (non-originating) body.
April 7 <sup>th</sup> (Mon)		One-day recess.
April 9 <sup>th</sup> (Wed)		One-day recess.
April 10 <sup>th</sup> (Thur)	49 <sup>th</sup>	Second Crossover. Last day for Third Reading of bills that were amended by the receiving (non-originating) body.
April 11 <sup>th</sup> (Fri)	50 <sup>th</sup>	Disagree. Last day to disagree with the other body's drafts of bills.
April 15 <sup>th</sup> (Tue)		First Crossover for concurrent resolutions. Last day to pass concurrent resolutions to the non-originating body.
April 17 <sup>th</sup> (Thur)	53 <sup>rd</sup>	One-day recess.
April 21 <sup>st</sup> (Mon)	54 <sup>th</sup>	Deadline for final form of constitutional amendments.
April 24 <sup>th</sup> (Thur)	57 <sup>th</sup>	Second Crossover for concurrent resolutions. Last day to pass concurrent resolutions that were amended by the receiving (non-originating) body.
April 25 <sup>th</sup> (Fri)	58 <sup>th</sup>	Last day to file non-fiscal bills to deck for Final Reading.
April 28 <sup>th</sup> (Mon)		One-day recess.
April 30 <sup>th</sup> (Wed)		One-day recess.
May 1 <sup>st</sup> (Thur)	60 <sup>th</sup>	Adjournment Sine Die.

*Ben F. Gamm*  
 Majority Leader

12-27-02  
 Date

*Calvin K. Iy*  
 Speaker of the House

12/27/02  
 Date

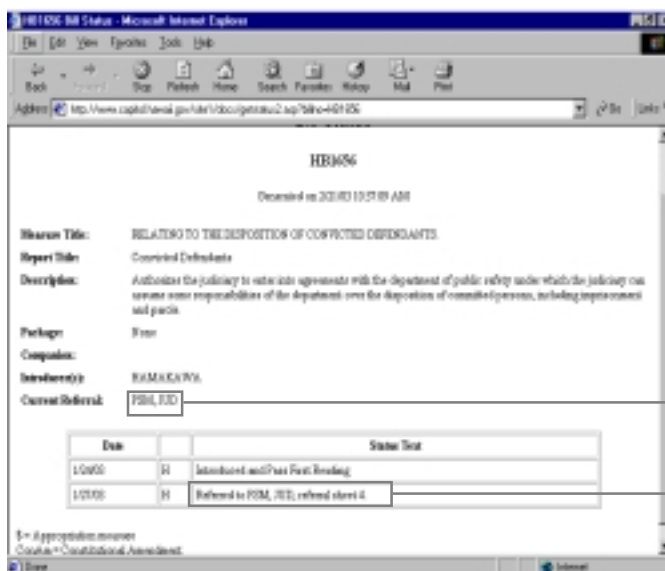
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matically passes second reading based on the committee's passage of the measure. In both the House and the Senate, Second Reading corresponds with Lateral and the passage of a bill through all but its final committee.

The Third Reading is the final vote on the floor of the Chamber prior to passage and is potentially the last time the members will have a chance to vote on the measure. Third Reading corresponds with Crossover and the transition of bills to the non-originating chamber.

February 14<sup>th</sup> marked "First Lateral" for the 2003 regular session. This is the first major hurdle for bills that have been introduced for the year. Lateral refers to the progression of a bill through its referral committees. It is at "First Lateral" that a bill must have passed through all but the last committee to which it was referred. For example, if a bill is referred to HLT, HSH, WAM then your bill will have to be heard by the House Health Committee and then the Human Services and Housing Committee by this time. If your referral is HLT/HSH, WAM (note the slash between committees) then a joint hearing of Health and Human Services & Housing must occur with decision making by both committees before First Lateral. In all cases with a multiple referral, this means that the bill must have passed out of all but its final committee and gone through Second Reading by February 14<sup>th</sup>. If your bill has only one committee on its referral, that measure will not be affected by "First Lateral". Its first major deadline will be on February 28, First Decking (more on First Decking later).



This is the committee referral for a bill. You must first find out what the acronyms stand for. (PSM – Public Safety and Military Affairs) (JUD – Judiciary) Then look to see whether the bill has been scheduled for a hearing and passed by the PSM committee by Feb. 14<sup>th</sup>. This bill has not been heard and as a result is dead.

If a bill with a multiple referral has not passed "First Lateral" it is considered dead for the current session. However, when a bill dies in the first year of a "Biennium"<sup>1</sup>, it can be resurrected in the following session at the point at which it died.

The only way to resurrect a bill in the same session after it has died or failed to pass "First Lateral", is to bring the measure to the floor for a vote. A motion must be made on the floor of the chamber by a legislator to *Suspend the Rules of the House or Senate* in order to consider a given measure. This motion must be seconded then a majority vote must take place to decide on the motion. When the suspension of the rules has been made, another motion has to take place for *Passage on Second Reading*. This requires a majority vote of the members of that chamber in order to pass. Approximately 1,936 bills survived the First Lateral Deadline and remain alive of the 3,401 introduced for the session.

<sup>1</sup> A "biennium" is a two-year term of the Hawaii State Legislature that begins in an odd-numbered year following an election and ends on the even-numbered year after that. Senators and Representatives that serve during these two-year terms are called members of the Legislature. We are currently in the first year of the biennium for the Twenty-Second Legislature.

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Friday, March 6<sup>th</sup> is First Crossover, another hurdle. This marks the point at which bills must 'cross over' or move to the other chamber. This means that all House bills will move to the Senate and all Senate bills will move to the House. First Crossover is, roughly speaking, the mid-way point for a bill to progress through the Legislature (If a bill goes on to conference committee, however, it will need to be addressed for a longer period).

Prior to First Crossover are a series of related deadlines and procedures. The first of these deadlines is First Decking, February 28<sup>th</sup>. This is where a bill is filed or 'Decked' in its final form before it can come up for a vote. The bill must be provided to the members of the House (for House Bills) and members of the Senate (for Senate Bills) at least 48 hours prior to a vote on the floor. This 48-hour period is mandatory, to give all the legislators a chance to read and understand the bill and if necessary, to consult their constituency prior to voting on the bill for the last time before it passes out of their chamber.

Once the bill has been Decked, it is then scheduled for "Third Reading", the final vote for passage out of a chamber. This is the last chance in many cases for the legislators to debate and attempt to compel their colleagues to vote on a measure. After First Crossover, the process begins again with the Three Readings. This time, however, the consideration of these measures will be handled by the other chamber.

\* Caveat: The deadlines, rules and procedures outlined in this article are subject to change and modification. There are exceptions to these rules and ways to circumvent the established procedures.

## Workshop Schedule

### February – March

February 19	Noon	Process	March 3	Noon	Process
February 19	5:30	Internet	March 5	Noon	Internet
February 21	Noon	Internet	March 5	5:30	Reading
February 24	Noon	Testimony			Legislative
February 26	Noon	Reading			Documents
		Legislative	March 7	Noon	Testimony
		Documents	March 10	Noon	Internet
February 26	5:30	Testimony	March 12	Noon	Reading
February 28	Noon	Process			Legislative
					Documents
			March 12	5:30	Internet
			March 14	Noon	Process
			March 17	Noon	Testimony
			March 19	Noon	Reading
					Legislative
					Documents
			March 19	5:30	Process
			March 21	Noon	Internet

Please call the Public Access Room at 587-0478 to sign up for a workshop. If you have a group of 5 people or more and would like to schedule a workshop, we can arrange a time and curricula to suit your specific needs.

# How to Find the Status of a Measure

## Step 1:

To learn the status of a bill or resolution via the internet, go to the Hawaii State Legislature's website at [www.capitol.hawaii.gov](http://www.capitol.hawaii.gov)

## Step 2:

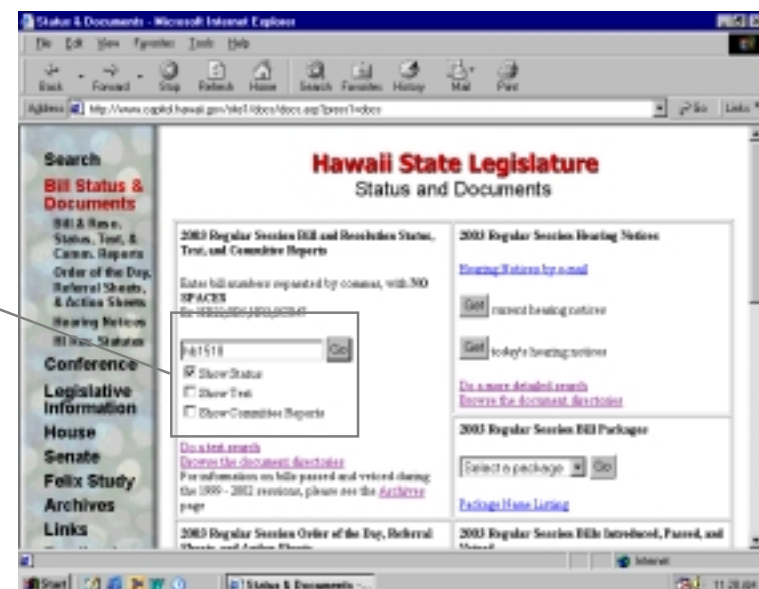
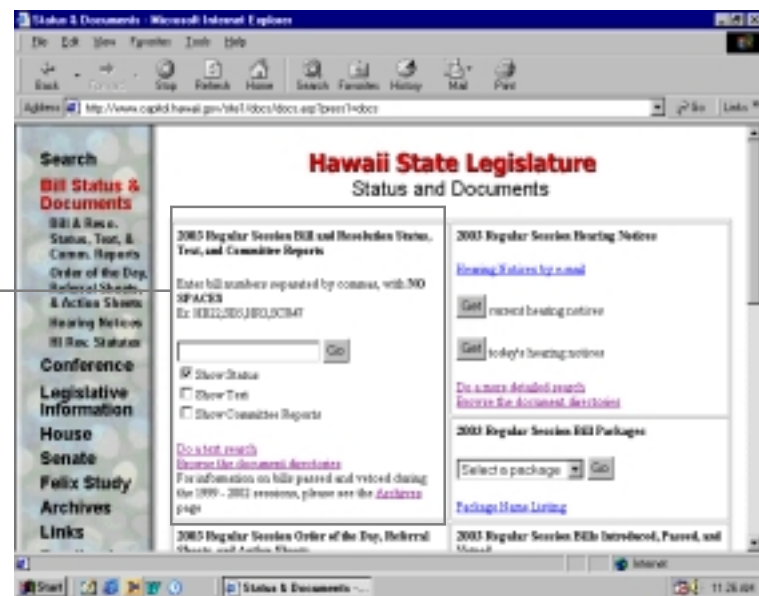
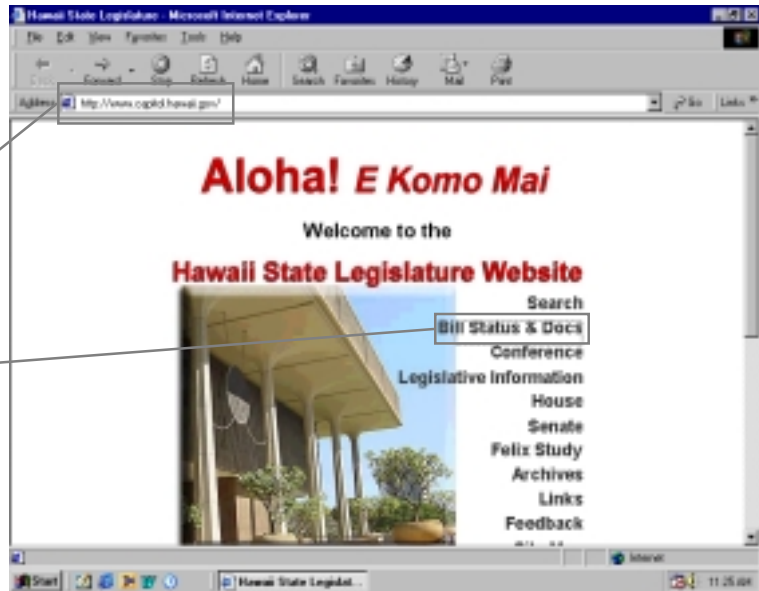
Click on the second menu item, "Bill Status & Docs"

## Step 3:

Locate the upper left portion of the screen, labeled "2003 Regular Session Bill and Resolution Status, Text, and Committee Reports." This is where you can enter a bill number to find its status and the documents associated with it.

## Step 4:

Enter your bill number in the box provided and click on the "Go" button. If you wish to examine the text or look at the committee reports of a measure, be sure that all of the 'check-mark' boxes below are designated.



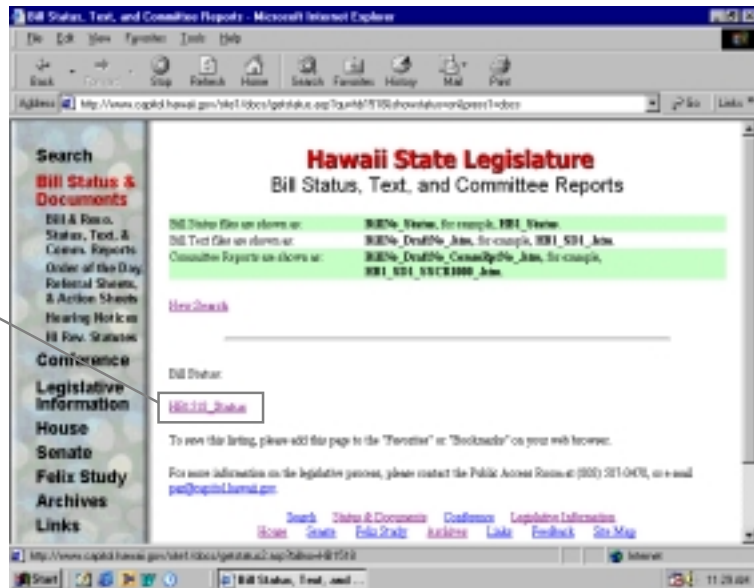
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# How to Find the Status of a Measure

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Step 5:

The screen pictured here on the right should appear when you click "Go". Click on HB1518\_Status



Step 6:

The 'Bill Status' page should appear at this time. Scroll to the bottom of the page to discover the most recent activity on a bill and to learn if a hearing has been scheduled in its next committee.

